

IN THE UNITED STATES DISTRICT COURT  
FOR THE EASTERN DISTRICT OF MISSOURI

CNS INTERNATIONAL MINISTRIES, INC.,	)	
	)	
Plaintiff,	)	
	)	
v.	)	Case No. 2:21-CV-65 RLW
	)	
ROBERT KNODELL, Acting Director of the	)	
Missouri Department of Social Services,	)	
	)	
Defendant.	)	

**DECLARATION OF MARY SHAMBRO**

I, Mary Shambro, pursuant to 28 U.S.C. § 1746, hereby declare as follows:

1. On September 6, 2023, I sent the attached email to the Missouri Department of Social Services (DSS) requesting the list of License Exempt Residential Care Facilities (LERCFs) which are in compliance with the requirements of sections 210.1250–210.1286, RSMo, and DSS regulations.

2. On September 11, 2023, DSS sent the attached response which contained a link to the list. That list, which is referred to in the aforesaid link as “license-exempt residential care facility notification compliance listing,” is also attached hereto. It was printed from the link on September 22, 2023.

**VERIFICATION**

Declaration of Mary Shambro in Lieu of Affidavit pursuant to 28 U.S.C. § 1746:

I declare under penalty of perjury under the laws of the United States that the foregoing statements are true and correct.

Executed September 22, 2023.

  
\_\_\_\_\_  
Mary Shambro





Belz, Timothy <tbelz@olblaw.com>

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## Fwd: Request for list of license exempt residential care facilities

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**Mary Shambro** <mshambro8@gmail.com>  
To: tbelz@olblaw.com, jmbelz@olblaw.com

Fri, Sep 22, 2023 at 9:33 AM

----- Forwarded message -----

From: **Mary Shambro** <mshambro8@gmail.com>  
Date: Wed, Sep 6, 2023 at 10:30 AM  
Subject: Request for list of license exempt residential care facilities  
To: <CD.NotifyRPU@dss.mo.gov>

Please send me the list of License Exempt Residential Care Facilities (LERCFs) which are in compliance with the requirements of sections 210.1250– 210.1286, RSMo, and your regulation as stated in 13 CSR 35-71.300.

Thank you,  
Mary

From: **CD NOTIFYRPU** <[CD.NOTIFYRPU@dss.mo.gov](mailto:CD.NOTIFYRPU@dss.mo.gov)>

Date: Mon, Sep 11, 2023 at 11:57 AM

Subject: RE: Request for list of license exempt residential care facilities

To: Mary Shambro <[mshambro8@gmail.com](mailto:mshambro8@gmail.com)>

<https://dss.mo.gov/provider-services/children/residential-program/license-exempt/index.htm>

Please see this link to the License Exempt listing. Please let me know if you have further questions.

Jennifer Richter, MSW, LCSW

Residential Licensing Manager

Department of Social Services

149 Park Central Square, 9th Floor

Springfield, MO 65801

Phone: 573-690-1383

[Jennifer.b.richter@dss.mo.gov](mailto:Jennifer.b.richter@dss.mo.gov)

## License-Exempt Residential Care Facilities

**IMPORTANT:** On July 14, 2021 Governor Parson signed into law HB557 (<https://www.house.mo.gov/billtracking/bills211/hlrbillspdf/1354S.04T.pdf>). All license-exempt facilities must register (<http://dss.mo.gov/provider-services/children/residential-program/license-exempt/index.htm>) with DSS. According to **13 CSR 35-71.015** (<https://www.sos.mo.gov/cmsimages/adrules/csr/current/13csr/13c35-71.pdf>), all licensed and license-exempt residential care facilities and child placing agencies must ensure that background checks (<http://dss.mo.gov/provider-services/children/residential-program/background-checks/index.htm>) on all new and current employees have been completed by March 31, 2022, unless the facility or agency has received an **approved extension** (<http://dss.mo.gov/provider-services/children/residential-program/background-checks/index.htm#approved-extension>) attached prior to the deadline.

### What is a license-exempt residential care facility?

A license-exempt residential care facility provides 24 hour care in a group setting to children who are unrelated to the person operating the facility and who are unattended by a parent or guardian and who qualify for an **exemption to licensure** (<https://revisor.mo.gov/main/OneSection.aspx?section=210.516>). You may be a license-exempt residential care facility if you are one of the following:

- A religious-based institution
- An institution run by the state or county
- An educational program where children stay overnight
- An entity offering a sleep-away camp to children (ex. summer camp, scouts, etc.)

To find out if your license-exempt residential care facility is required to file a notification with the Children's Division, please read **13 CSR 35-71.300** (<https://www.sos.mo.gov/cmsimages/adrules/csr/current/13csr/13c35-71.pdf>).

**NOTE:** Agencies providing residential treatment for children and youth and child placing agencies that provide foster home and/or adoption services must be licensed by CD.

### Are background checks required?

According to **13 CSR 35-71.015** (<https://www.sos.mo.gov/cmsimages/adrules/csr/current/13csr/13c35-71.pdf>), licensed-exempt residential care facilities which were in operation on July 14, 2021, must ensure background checks are complete by March 31, 2022, unless the facility or agency has received an **approved extension** (<http://dss.mo.gov/provider-services/children/residential-program/background-checks/index.htm#approved-extension>) before the deadline to comply with Missouri law.

**Background checks** (<http://dss.mo.gov/provider-services/children/residential-program/background-checks/index.htm>) must be completed on anyone in the facility who has access to children. This includes employees (including owners, managers, and support staff, etc.), officers, contractors, and volunteers.

### How to notify DSS

License-exempt facilities must notify DSS of their presence in Missouri and other organization specific information related to their intent to serve children. If you have any issues completing the steps below, you can email **CD.NotifyRPU@dss.mo.gov** (<mailto:CD.NotifyRPU@dss.mo.gov>) and ask that an application be mailed to you.

1	2	3
Complete Form	Upload	Background Check
To notify DSS, carefully read and answer all the questions on the <b>notification form</b> ( <a href="https://formsportal.dss.mo.gov/content/forms/af/moa/my-dss/childrens-division/cd---license-exempt-rcfn/licenseexemptrcfn.html">https://formsportal.dss.mo.gov/content/forms/af/moa/my-dss/childrens-division/cd---license-exempt-rcfn/licenseexemptrcfn.html</a> ).	<ul style="list-style-type: none"><li>• When prompted, upload copies of the required documents.</li><li>• Once your documents are uploaded, submit the form.</li><li>• You will receive a confirmation email that we have received your form.</li></ul>	Anyone who has access to children (per <b>13 CSR 35-71.015</b> ( <a href="https://www.sos.mo.gov/cmsimages/adrules/csr/current/13csr/13c35-71.pdf">https://www.sos.mo.gov/cmsimages/adrules/csr/current/13csr/13c35-71.pdf</a> )) must complete a background check and register with the Family Care Safety Registry.
<div>Notification Form</div> ( <a href="https://formsportal.dss.mo.gov/content/forms/af/moa/my-dss/childrens-division/cd---license-exempt-rcfn/licenseexemptrcfn.html">https://formsportal.dss.mo.gov/content/forms/af/moa/my-dss/childrens-division/cd---license-exempt-rcfn/licenseexemptrcfn.html</a> )		<div>Complete Check</div> ( <a href="http://dss.mo.gov/provider-services/children/residential-program/background-checks/index.htm">http://dss.mo.gov/provider-services/children/residential-program/background-checks/index.htm</a> )

### Which license-exempt residential care facilities have completed the notification process?

Please view our **license-exempt residential care facility notification compliance listing** (<http://dss.mo.gov/provider-services/children/residential-program/license-exempt/index.htm>) to see which facilities have already successfully completed the notification process with the Department of Social Services per the notification requirements of 210.1250 - 210.1286 RSMo. Pursuant to Section 210.150.2 RSMo, any person may contact the Division to inquire whether a substantiated finding of child abuse or neglect exists for a specific child-placing agency or residential-care facility. To do this, please fill out and submit a **Facility Prior History Request** (<https://dss.mo.gov/cd/info/forms/pdf/cd306.pdf>).

## Questions?

If you need more information or have additional questions, please review the **Notification FAQs** ([../docs/Notification FAQs.pdf](#)) or email **CD.NotifyRPU@dss.mo.gov** (<mailto:CD.NotifyRPU@dss.mo.gov>) for help.

## More Information

- **Background Checks FAQ** ([../docs/Background Check FAQs.pdf](#))
- **Notification Process FAQs** ([../docs/Notification FAQs.pdf](#))
- **24/7 Missouri: Helping Businesses Navigate Government** (<https://openforbiz.mo.gov/>)
- **Resources for Professionals & Stakeholders** (<http://dss.mo.gov/cd/professional-stakeholders-resources.htm>)
- **Child Welfare Manual** (<https://dssmanuals.mo.gov/child-welfare-manual/child-welfare-manual-2019-update/>)

## Report a Concern

**Child Abuse or Neglect** (<http://dss.mo.gov/cd/keeping-kids-safe/can.htm>)  
**800-392-3738** (tel:800-392-3738)

**School Violence**  
(<https://www.mshp.dps.missouri.gov/MSHPWeb/Courage2ReportMO/ir>)  
**866-748-7047** (tel:866-748-7047)

**Human Trafficking** (<https://humantraffickinghotline.org/>)  
**888-373-7888** (tel:888-373-7888)



## License Exempt Residential Care Facility Notification Listing

## Children's Division - License Exempt Agencies

Agency Name	Physical Address	Mailing Address (if different)	Director	Fire Inspection	Health Inspection
Whetstone Boys Ranch	6850 CR 2660, Mountain View, MO 65548		Jeremy Thompson	N/A	Yes
Ozarks Teen Challenge	512 Purist Lane, Branson West, MO 65737		Lowlan Breaux	Yes	Yes
Teen Challenge- Kansas City Academy	5506 Cambridge Ave, Kansas City, MO 64129		Alan Biggers	Yes	Yes
Shiloh Christian Children's Ranch	601 N. Center St., Shelbina, MO 63468	P.O Box 606, Shelbina, MO 63468	Mark Adkison	Yes	Not Required
Show-Me Christian Youth Home (SMC)	24302 Mahin Rd, LaMonte, MO 65337	P.O. Box 6, LaMonte, MO 65337	Chad Puckett	Yes	Yes
SMC - Knob Noster Unit	186 NE Hwy 23, Knob Noster, MO 65336		Chad Puckett	Yes	Yes
SMC-Hubble Home Galt Unit	970 NE 10th St, Galt, MO 64641		Chad Puckett	Yes	Yes
SMC-Drysdale Campus	19314 Jones Creek Rd, Barnett, MO 65011		Chad Puckett	Yes	Yes
SMC-Mayview New Life Unit	13279 Heth Mound Rd, Mayview, MO 64071		Chad Puckett	Yes	Yes
Future Men	3278 Deer Ln., Kirbyville, MO 65679	2000 Deer Ln., Kirbyville, MO 65679	Aaron Boldman	Yes	Not Required
Master's Ranch-Jr. High School Boys	287 County Road 275 Myrtle, MO 65778	P.O. Box 709, Myrtle, MO 65778	Ken Tombley	Not Required	Not Required
Master's Ranch-High School Boys	1669 HWY KK, Couch, MO 65690	P.O. Box 709, Myrtle, MO 65778	Ken Tombley	Not Required	Not Required
Link Academy-Kanakuk	1345 Lake Shore Dr., Branson, MO 65616	1353 Lake Shore Dr., Branson, MO 65616	Adam Donyes	Yes	Yes
Lives Under Construction	296 Boys Ranch Road, Lampe, MO 65681		Ken Ortman	Yes	Yes
Principia- Aron House and Canfield House	13201 Clayton Rd. St. Louis MO 63131		Percy (Bud) Martin II	Yes	Yes
Thomas Jefferson School	4100 S. Lindbergh Blvd., St. Louis MO 63127		Jane Roth	Yes	Yes
Sunnydale Adventist Academy	6818 Audrain Road 9139, Centralia, MO 65240		Gary Russell	Not Required	Yes
ABM Ministries Inc.	299 Wayne 459, Piedmont, MO 63957	PO Box 100, Piedmont, MO 63957	Julio Sandoval	N/A	N/A
TEAM Boys Ranch	684 E Dade 74, Dadeville, MO 65635		Amos Yutzy	Yes	Yes
Saint Paul Lutheran High School, Incorporated	205 South Main Street, Concordia, MO 64020	PO box 79, Concordia, MO 64020	Reverend Paul M Mehl	Not required	Yes
Harvest Foundation-Anchor Academy	705 Vanduser Street, Vanduser, MO 63784	PO Box 124, Vanduser, MO 63784	Dennis McElwrath	N/A	Not Required
St. Nicholas Academy	1310 Edgewood Dr, Jefferson City, MO 65109		Michaela Newell	Yes	Not Required
Vision Boys Academy	677 Jewel Road, Sarcosie, MO 64862		Shawn Parker	Not required	Yes
Missouri Military Academy	204 North Grand, Mexico, MO 65265		Richard Geraci	Yes	Yes
Chaminade College Preparatory School	425 S. Lindbergh Blvd. St. Louis, MO 63131		Jim Chrismer	Yes	Yes
Monte Nido Affiliates aka Clementine	7190 Christopher Drive, St. Louis, MO 63129		Candance Henderson	Yes	Not Required
Cottonwood Residential Treatment Center	2852 Independence St, Cape Girardeau 63703	402 S Silver Springs Rd, Cape Girardeau, MO 63703	Wendy Ice	Yes	Yes
McCallum Place	231 W. Lockwood Avenue, St. Louis, MO 63119		Nicole Morgan	Yes	N/A
KVC-Springfield	1212 W. Lombard, Springfield, MO 65806		Anne Tucker	Yes	Yes
KVC-Columbia	4304 S. Bearfield Rd. Columbia, MO. 65201		Travis Hood	Yes	Yes
Stone of Help	12860 E 1430 Road, Stockton, MO 65785		Jason Derksen	Yes	Not Required
St. Lukes Hospital of Kansas City-dba Crittenton Children's Center	10918 Elm Ave, Kansas City, MO 64134		Julie Mitchell	Yes	Yes

\*Provided and maintained pursuant to 210.1280

\*\* N/A denotes pursuant to 13 CSR 35-71.300 the LERCF has provided documentation that an inspection is not available in their jurisdiction OR the LERCF has submitted a statement advising the LERCF is unable, after exercising diligent efforts, to obtain an inspection certification in their jurisdiction.